

**Board of Veterans Services
Meeting Minutes
July 15, 2009**

DRAFT

A meeting of the Board of Veterans Services (BVS) was held on Wednesday, July 15, 2009 at the American Legion Building, 1708 Commonwealth Avenue, Richmond

Members Present

- John Anderson
- Vince Burgess
- Paris Davis
- Paul Galanti
- Pat Green
- Thad Jones
- Peyton Robertson
- Judson Stanley

Members Absent

- Dan Boyer
- Mark Cole
- Kirk Cox
- John Edwards
- Samuel Metters
- Toddy Puller
- Al Sample
- Bettye Simmons
- Max Taylor
- Vivian Watts
- Frank Wickersham

Commonwealth of Virginia Officials Present

- Don Ferguson, Senior Assistant Attorney General, Office of the Attorney General
- Erin Rice, Office of the Secretary of Public Safety
- Beth Camphouse, Office of the Secretary of Public Safety
- Anne Atkins, Director of Communications, Department of Veterans Services
- Bert Boyd, Chief Operating Officer, DVS
- Steven Combs, Director of Policy & Planning, DVS
- Sandra Ranicki, Administrator, Sitter & Barfoot Veterans Care Center, DVS
- Judith Reid, IT Program Assistant, DVS
- Mike Rogers, Director of Finance and Administration, DVS
- Danielle Weaver, Administrative Assistant, DVS
- Cathy Wilson, Executive Director, Virginia Wounded Warrior Program, DVS

- Jack Hilgers, Executive Director, Veterans Services Foundation

Others Present

- Jenny Holbert, representing the Joint Leadership Council of Veterans Service Organizations
- Meade Spotts, representing the Veterans Services Foundation
- Fred Norman, Commonwealth of Virginia Consulting

Materials Distributed

- Agenda
- Department of Veterans Services Report
- Fact Sheet: Automated Veterans Benefits Claims Process RFI
- Benefits Committee Report
- Care Centers Committee Report
- Cemeteries Committee Report
- Budget and Strategic Planning Committee Report
- Joint Leadership Council Report
- Veterans Services Foundation Report, including VSF-DVS FY09 Fundraising Results

Call to Order

Chairman Paul Galanti called the meeting to order at 11:00 am. The members and guests recited the pledge of allegiance to the American flag.

Department of Veterans Services Report

Commissioner Vince Burgess delivered the Department of Veterans Services report, included as Attachment 2. He added that an update on the Automated Claims Processing System was included in the agenda packet (see Attachment 3).

Commissioner Burgess shared with the committee members that all state agencies were directed to prepare 5, 10 and 15% budget cuts for the remainder of this state fiscal year and for FY11/FY12. These cuts are to be submitted to the Secretary of Public Safety by July 22. Commissioner Burgess asked Mr. Steven Combs to review the State Budget Reduction process in greater detail. Mr. Combs brought the members' attention to the DVS Report, which he briefly reviewed. Mr. Combs then answered questions from Mr. Paris Davis. He explained to Mr. Davis which items are being considered to be cut, and that Commissioner Burgess' goal is to minimize cuts in direct services to veterans. Mr. Combs also explained the challenges that the Department will face with bringing on new projects and continuing with current projects. Discussion continued with challenges in getting some of these projects up and running.

Commissioner Burgess asked Mrs. Sandra Ranicki, Administrator of the Sitter & Barfoot Veterans Care Center (SBVCC), to provide an update on SBVCC operations. Mrs. Ranicki's report is contained in the Care Center Committee Report, included as Attachment 5. Mrs. Ranicki announced that SBVCC received a "4 Star" rating from the recent Medicare, Nursing Home Compare evaluation. Mrs. Ranicki reported that out of Nursing Homes in Richmond listed on

survey, only one received five stars and SBVCC was one of the four nursing homes that received four stars. Some discussion continued on staff and the number of veterans working at SBVCC.

Mrs. Ranicki said she had been invited to speak at Colonel Van Barfoot's 90th birthday party, which was held at his church. She said that Mr. Barfoot is a frequent visitor to SBVCC and speaks often with the residents.

Commissioner Burgess discussed the continuing work of the Workforce Development Taskforce and said he would like to have a more detailed discussion at the next Board meeting.

Roll Call and Quorum Determination

With 10 of 19 members present, a quorum was determined

Approval of Agenda

Chairman Galanti proposed approval of the agenda. Mr. Green made a **motion, seconded** by Commissioner Burgess, to adopt the agenda. The motion carried unanimously. See Attachment 1.

Approval of April 22, 2009 minutes

Chairman Galanti made a **motion, seconded** by Mr. Green, to approve the minutes of the April 22, 2009 meeting as written. The motion carried unanimously.

Chairman Galanti noted that there were several guests at the meeting and asked Mr. Combs to introduce them. Mr. Combs introduced Mr. Fred Norman, Commonwealth Virginia Consulting, LLC. Mr. Norman mentioned that he is a US Navy veteran. Mr. Combs then introduced Mrs. Erin Rice, Assistant Secretary of Public Safety, and Miss Beth Camphouse, who is a Governor's Fellow" in the Office of the Secretary of Public Safety.

The Board paused from 12:00 p.m. to 12:15 p.m. for lunch.

Standing Committee Reports

Benefits Committee

In Benefits Committee Chairman Al Sample's absence, Mr. Bert Boyd delivered the report of the Benefits Committee, included as Attachment 4.

Chairman Galanti noted that DVS was well represented at the American Legion Annual Convention that was held on Saturday, July 11th.

Care Centers Committee

Care Centers Committee Chairman Thad Jones delivered the report of the Care Centers Committee, included as Attachment 5.

Cemeteries Committee

Cemeteries Committee Chairman Pat Green delivered the report of the Cemetery Committee, included as Attachment 6. Mr. Green thanked Mr. Kemano and Mr. Combs for helping him to prepare the report.

Mr. Green discussed the “Arlington Ladies” program at Arlington National Cemetery and stated that he believes a “Virginia Ladies” program should be established at Virginia state veterans cemeteries.

Budget and Strategic Planning Committee

In Budget and Strategic Planning Committee Chairman Sam Metters’ absence, Mr. Combs delivered the report of the Budget and Strategic Planning Committee, included as Attachment 7.

Legislative Report

There was no legislative report.

Joint Leadership Council of Veterans Service Organizations Report

In Joint Leadership Council (JLC) Chairman Dan Boyer’s absence, JLC Vice Chair Jenny Holbert delivered the report of the JLC, included as Attachment 8.

Veterans Services Foundation Report

In Veterans Services Foundation (VSF) Chairman Frank Wickersham’s absence, VSF member Mr. Meade Spotts delivered the report of the VSF, included as Attachment 9.

Mr. Jack Hilgers distributed the new Virginia Wounded Warrior Program (VWWP) pamphlet and noted that Ms. Anne Atkins and Ms. Cathy Wilson helped develop it.

Chairman Galanti asked Ms. Wilson if she had anything to report for the VWWP. Ms. Wilson briefly reported that VWWP had their first regional training conference, which targeted community service providers. She noted that approximately 40 people attended the training. Ms. Wilson said that the VWWP Executive Strategy Committee will hold its first meeting on Monday, July 20th.

Open Public Comment and Roundtable Discussion

There was no public comment.

Mr. Peyton Robertson reviewed a newspaper clipping about veterans receiving medals under false pretence and noted that it is illegal for people to wear medals they did not earn. He said that Senator Webb’s office was looking into the matter.

Prepare for Next Meeting

The next meeting of the Board of Veterans Services will be Wednesday, October 28, 2009 at 11

a.m. at Sitter & Barfoot Veterans Care Center, Richmond.

There being no further business, the meeting adjourned at 1:15 p.m.

ATTACHMENT 1
Board of Veterans Services

American Legion Building
1708 Commonwealth Avenue
Richmond
July 15, 2009
11:00 a.m. – 1:00 p.m.

AGENDA

- I. Opening and Pledge of Allegiance (11:00-11:05)
- II. Roll Call and Quorum Determination (11:05-11:10)
- III. Approval of Agenda (11:10 – 11:15)
- IV. Approval of April 22, 2009 Meeting Minutes (11:15-11:20)
- V. Department of Veterans Services Report (11:20-11:45) – *Vince Burgess*
 - a. Sitter & Barfoot Veterans Care Center Report – *Sandra Ranicki*
- VI. Break for Working Lunch (11:45-12:00)
- VII. Standing Committee Reports (12:00-12:20)
 - Benefits Committee – *Al Sample*
 - Care Centers Committee – *Thad Jones*
 - Cemeteries Committee – *Pat Green*
 - Budget and Strategic Planning Committee – *Sam Metters*
- VIII. Legislative Report (12:20-12:30) – *Legislative Board Members*
- IX. Joint Leadership Council of Veterans Service Organizations Chairman's Report (12:30-12:35) – *Dan Boyer*
- X. Veterans Services Foundation Board of Trustees Chairman's Report (12:35-12:40) – *Frank Wickersham*
- XI. Public Comment and Roundtable Discussion (12:40-12:50)
- XII. Prepare for Next Meeting and (12:50-1:00)
- XIII. Adjournment (1:00)

ATTACHMENT 2
DEPARTMENT OF VETERANS SERVICES
REPORT TO
BOARD OF VETERANS SERVICES
July 15, 2009

State Budget Reductions

- State agencies instructed to submit 5, 10, and 15 percent reduction plans by July 22
- Agencies must submit budget reduction proposals for FY10, FY11, and FY12
- As with the previous rounds of budget cuts, DVS goal is to minimize cuts in direct services to veterans
- Applies only to General Fund (Benefits, Cemeteries, Wounded Warrior, Virginia War Memorial, and Administration)
- Does not apply to Non-General Fund (Care Centers, SAA)
- Budget reduction targets:
 - 5% = \$370,264
 - 10% = \$740,528
 - 15% = \$1,110,792
- Previous General Fund budget reductions:
 - FY08: \$288,236
 - FY09 Round 1: \$38,642
 - FY09 Round 2: \$586,689
 - FY10 Round 1: \$596,380

DVS Budget Challenges for 2010-2012

Project	Goal	Challenges
Southwest Virginia Veterans Cemetery	Open the cemetery in Fall 2010	<ul style="list-style-type: none">• \$45,000 - \$50,000 will be needed in FY10• \$300,000 per year in FY11/12 and ongoing• \$30,000+ (one-time) for road signs in FY11• Low burial rate the first few years means 90 to 95% of funding must come from GF (70% GF at other two cemeteries)
Hampton Roads Veterans Care Center	Start design as soon as federal matching funds are available	<ul style="list-style-type: none">• Federal grant funds may be available in FY10 due to ARRA• Two years to design and build means care center could open in FY12• VVCC cash reserves exhausted by opening SBVCC. VVCC and SBVCC will not have

		cash reserves to support HRVCC start up • GF support will be needed during start up
Sitter & Barfoot Veterans Care Center Addition	Start design and construction as soon as federal matching funds are available	• Federal grant funds may be available in FY10 due to ARRA • Shorter design/construction timetable means addition could open in FY11 • VVCC cash reserves exhausted by opening SBVCC. VVCC and SBVCC will not have cash reserves to support start up • GF support will be needed during start up
Virginia Veterans Cemetery Equipment Replacement	Ensure Virginia Veterans Cemetery has proper equipment to conduct operations	• Cemetery has been operational for 12 years and some original equipment is wearing out and needs to be replaced • Includes: dump truck, backhoe, two pickup trucks, three mowers, and other equipment

Other Challenges

Project	Goal	Challenges
Northern Virginia Veterans Care Center	Start design and construction as soon as federal matching funds are available	• DVS completing application for federal grant assistance • Despite extensive discussions, agreement could not be reached with GMU on potential location and partnership • DVS continues to search for potential location and partnership
Burial vaults for state veterans cemeteries	Rectify disparity (highlighted by JLC) between national cemeteries and Virginia state veterans cemeteries	• Maximize federal grant opportunities to reduce or eliminate the disparity • Use state resources wisely to offer maximum benefit and services to Virginia's veterans and their families

Respectfully submitted

Vincent M. Burgess, Commissioner

ATTACHMENT 3

Board of Veterans Services

Meeting: July 15, 2009 – Richmond, Virginia

Fact sheet: Automated Veterans Benefits Claims Process RFI

Who we are

Tim Bass of Bass' Emprise, LLC ... The primary contractor, Bass' Emprise is a privately owned, registered Virginia small business that specializes in driving operational change, launching programs and improving performance by aligning operational plans and activities to an organization's strategic intent. Bass' Emprise brings significant private and public sector experience and its methodology emphasizes Needs Discovery, Resource Assessment, Business Case Development, Internal/Media/PR Communications and (action-based) Implementation Planning.

Jeff Gregoire of EquaTerra, Inc. ... A subcontractor, EquaTerra is a privately owned business based in Houston, TX. EquaTerra has advisors world-wide that specialize in Business Process Transformation, Delivery Model Assessments, Sourcing Strategies, Service Management Programs, Service Level Negotiation, and IT Governance. EquaTerra provides strong public and private sector metrics and cost benchmarking data to enable the creation and implementation of best-in-class Service Level Agreements (SLAs).

Why we are here

The Problem ... Complex laws, with entitlements linked to rigorous documentation and proof of eligibility make the process of developing and filing a disability claim with the VA time-consuming, complicated and confusing. VA adjudication is strict and approved claims take a year (on average) to process. If, in fact, data omissions or errors exist and a claim is denied, it can turn into an appeal process that can take several years to complete. Simply put, claim accuracy is an important issue. With 800,000 veterans in Virginia (112,000 of which are getting benefits currently) the burden of the increasing claims workload on DVS staff is significant. Amplified by the continuing need for redundant data entry and old technology that does not provide an end-to-end (i.e. DVS-to-VA) workflow, the current claims creation, maturation and submission activities within DVS will continue to be labor intensive, costly and sluggish. Things need to change.

The Dialog ... An automated system for the electronic preparation and submission of veterans' disability claims will simplify the process of developing a claim, resulting in claims that are more complete, more accurate, and present the necessary supporting information in a clear and consistent manner. This will provide for faster ratings decisions by the VA, higher initial approval ratings (fewer appeals), Virginia veterans receiving their disability compensation checks sooner, provide DVS with a cost-effective way to serve more veterans within current human resource levels.

The next step to move towards a solution

The Market ... It is time to consult the market to determine the range of solutions it may offer that can take the sting out of the current complex, labor-intensive and sluggish claims process. This is the Request for Information (RFI) process we have begun -- and are nearing completion. It will result in some very useful learning regarding how the market may approach re-engineering and automating the claim *creation, maturation* and *submission* activities. It will also yield a likely range of costs if a project and procurement are subsequently pursued.

RFI Stages ... We are executing this RFI process in three stages (total duration approximately 3 months). Begin date was approximately May 1, 2009:

- RFI Creation – Leverage existing DVS materials and knowledge, conduct interviews/surveys where necessary, build and issue the RFI.

Status: Complete. *RFI issued through Virginia's electronic procurement system (eVA) on June 8, 2009. Over 11,000 emails notices issued across approximately 5 major commodity codes.*

- RFI Execution – Respond to market inquiries, form RFI evaluation team, create evaluation criteria and schedule, distribute vendor responses as appropriate to evaluation team members.

Status: Complete. *A total of 21 vendor responses were received on or by July 6, 2009. This is an outstanding level of response and the vendor pool contains a combination of small, medium and large companies.*

- RFI Evaluation – Evaluation of responses, Q&A exchanges with vendors, proof-of-concepts, identify three best fit responses.

Status: Underway. *The deliverable of this phase will be a report summarizing the evaluation team's position on (rating for) each vendor response and identification for the three best fit responses (with rationale details). It is anticipated that the final report will be made available to DVS leadership by August 14, 2009.*

ATTACHMENT 4
Board of Veteran Services
Benefits Committee Report
July 15, 2009

DATE: 15 July 2009

I. Members

Al Sample – Chairman
Kirk Cox – Delegate
Max Taylor – Member
Vacant – Needs to be filled

II. Meetings – None this period

III. Committee Activities – Though no meetings have been held, members have been independently tracking and assisting DVS in the following areas:

- Automated Claims Processing Tool Development – Continuing to stay abreast on its development and interfaces with other Portal Tools.
- Veteran Workforce Development Taskforce – IAW EO 19 and E0 61 the Governor established the Task Force to find improved ways of assisting veterans in finding employment and employment related training and credentialing. The Task Force was comprised of representatives from various state agencies, the VMAC Chair, the Adjutant General, DVS Commissioner, Delegate Watt, Senator Wagner and prior military corporate owners and senior executives. The report was submitted to Governor Kaine on 25 Aug 2008. The Governor's Office received and approved the report. An independent consultant was retained to draft a modified implementation development plan, which was submitted to Secretary Marshall and Commissioner Burgess for approval—outcome is pending.
- Veteran Job Fairs and Workforce Training – Members have been very active in working with various companies, veteran organizations and federal departments to assist in job fairs, workforce training seminars and to advertise job opportunities for veterans.

IV. DVS Benefits Services Operational Briefing – John Anderson

V. SAA Education Report – Annie Mosely

BENEFIT SERVICES
OPERATIONAL BRIEF AS OF JUNE 30, 2009

Field Office Staffing

Current staffing levels are adequate, but filling of additional open positions would enhance operations. We are currently augmenting offices with staff from other locations. Currently we have openings that can be filled in:

Roanoke Claims Examiner

We have lost two (2) employees during this quarter:

Roanoke	Claims Examiner	May 2009
Roanoke	Claims Examiner	June 2009

Operations

One (1) of our Agent in the Hampton Office has departed for a year long deployment to Iraq.

Outreach Efforts

We have had during April – June 2009 contact with 67 Veteran Service Organizations, 53 Legislative Contacts and identified 257 potential MSDEP eligible recipients. We have provided 816 letters to separating veterans offering our services to them on various benefits.

Claims Activity

There have been 16,954 claims adjudicated by the VA since July 2008 for a 60.9 percent grant rate. Our cumulative total of retroactive benefit payments from July 2008 through June 2009 is \$33,341,531.

Training

District meetings and office visits are being conducted on a continual basis and are serving as the avenue for continued training.

Future Needs

As is previous quarters, additional staffing would permit for additional services.

STATE APPROVING AGENCY FOR VETERANS EDUCATION AND TRAINING

July 9, 2009

As of July 9, 2009, The State Approving Agency (SAA) has 898 facilities approved to provide education and training to eligible veterans and their dependents.

The major focus for Veterans Education continues to be the new Post 9/11 GI Bill (Chapter 33) and its implementation. The SAA has been attending residential and web based training in anticipation of increased requests for training and technical assistance from schools.

In view of the state's travel restrictions, the SAA is in the process of developing a web based training package for school certifying officials and organizing regional training sessions. Technical assistance will also be provided during annual supervisory visits.

Additional outreach includes highway billboards, bus billboards and PSA's.

The SAA is on target to complete 98% of the contracted visits to schools that have an active veteran attending.

Respectfully submitted,

Annie Walker, Director

ATTACHMENT 5

DEPARTMENT OF VETERANS SERVICES CARE CENTERS COMMITTEE REPORT

July 15, 2009

Virginia Veterans Care Center Highlights – as of 7/10/09 Mr. Bill VanThiel

Operations:

- The Facility census continues to improve.
- Census on Friday, 7-10-09, is 8 vacancies on the DOM, 5 vacancies on the Alzheimer's/Dementia Unit and 3 on the Nursing Units.
- Over the past 60 days, the resident population has been experiencing a number of respiratory cases resulting in some hospitalizations. Several were diagnosed with Pneumonia. None have tested positive for Swine Flu.

Projects:

Received conditional approval for the VA Grant Renovation Project Application/Extension. We have received project Schematics and Design, and State Document approvals from VA. Bids for the work must be submitted within 180 days from the date of approval.

A project is currently in progress to replace the facility domestic hot water heaters which are malfunctioning. This should be completed by the end of the month.

The facility Resident/Responsible party survey was mailed out June 1st. We have received a number of responses to date. These will be tabulated and distributed next month.

Sitter & Barfoot Veterans Care Center Highlights – as of 7/10/09 Mrs. Sandra Ranicki

- Facility has now been open for operation 17 months.
- Began admitting residents 7 January 2008.

CENSUS

- 328 Admissions to date
- Current census is at 96%.
- 125 Residents have received short term rehabilitation and been discharged home.

CLINICAL

- SBVCC received a “4 Star” rating from the Medicare, Nursing Home Compare evaluation. The maximum possible is 5 Star. 4 Star is considered “above average”. Of 26 nursing homes listed in the Richmond area only one received 5 Star, and only 3 others received 4 Star. You may view this report at www.medicare.gov/NHCompare.
- On 6/12/09 SBVCC completed the annual inspection by the Virginia Department of Health. At this time there were no deficiencies noted.
- We are awaiting report from VA annual inspection on 6/18/09.

FINANCIAL

Expenditures:	FY09 Actual	\$13,566,170
	FY09 Budget	\$16,172,478
	Positive Variance	<u>\$ 2,606,308</u>

Revenue: Resident by Primary Pay Source
Medicaid: 56%
Private Pay: 28%
Medicare: 13%
Insurance: 2%
VA 100% SCD: 1%

FY09 average monthly revenue:	Medicaid	\$232,181
	Medicare	\$200,001
	VA per Diem	\$241,057

- SBVCC fiscal staff successfully took on financial processing of agency 912 and restructured field and internal processes accordingly.
- SBVCC received no deficiencies on the DVS follow up APA audit, and there were no areas of concern noted on the ARMICS review.
- Revenue staff successfully implemented PointClickCare software program with no disruption in cash flow.
- Finance Director worked with Goodman and Company on reimbursement issues affecting SBVCC and streamlined the annual cost reporting process.
- Fiscal staff has worked with DVS, VITA, Mitchell Humphreys, and Jim Roberts on the Cost Ledger module of FMS.
- Finance Director instituted the practice of entering appropriation into FMS by fund by cost center by subobject, and trained DVS personnel on how to enter theirs and tie to CARS.
- Fiscal staff have remained active participants in the Richmond Chapter of the Association of Government Accountants.

VOLUNTEER PROGRAMS

- There are 37 groups or individuals who volunteer on a regular basis, there are 9 who have participated in special programs.
- Bert Boyd is assisting SBVCC in developing a plan to allow volunteers to record their time in the established VA system.

HUMAN RESOURCES

- 206 classified (full time) employees
- 65 wage (part time) employees

Respectfully submitted-Thad A. Jones

ATTACHMENT 6

Board of Veteran Services Cemeteries Committee Report July 15, 2009

The following is a quarterly update on issues, events, and progress being made at the Virginia Veterans Cemeteries, submitted by Cemeteries Director Dan Kemano

VIRGINIA VETERANS CEMETERY (AMELIA)

- A. Total burials conducted for FY 2009: 248
- B. Total full time employees: One full time administrator and one part time administrator, three full time grounds employees plus a shared mechanic.
- C. We are experiencing problems at the Amelia cemetery with our original grounds equipment, pickup trucks, dump trucks, etc. These vehicles are 12-plus years old and the cemeteries operating budgets do not include any phase replacement funding to replace these very old vehicles.
- D. Amelia cemetery had their U.S. Department of Veterans Affairs' three-year cycle inspection on 18 June 2009. The inspection was conducted by the Director of the Hampton National Cemetery and was all-inclusive, covering all aspects of the cemetery. The inspection went well.
- E. The Amelia cemetery held a Memorial Day Event sponsored by the Civil Air Patrol. The guest speaker for the event was Lieutenant Governor Bill Bolling. A very large group attended with many good comments.

ALBERT G. HORTON, JR MEMORIAL VETERANS CEMETERY (SUFFOLK)

- A. Total burials conducted for FY 2009: 638
- B. Total full time employees: Two full time and one part time administrators, five full time grounds employees plus a shared mechanic.
- C. The cemetery received donations totaling \$6,000 from Disabled American Veterans Chapters and Auxiliaries in the Hampton Roads area to purchase and install the Avenue of Flags (poles and flags) along the cemetery main entrance roadway to the cemetery committal shelter area.
- D. The United States Navy Veterans Association Virginia Chapter has donated \$2,500 dollars to purchase and install the Phase 2 Avenue of Flags (poles and flags). These will be placed along both sides and the back of the committal shelter.
- E. The Suffolk cemetery held a Memorial Day Event sponsored by the Disabled American Veterans Chapter 2 and Unit 2 Disabled American Veterans Auxiliary. The guest speaker for the event was CSM David Bruner, U.S. Army Training and Doctrine Command, Fort Monroe. A very large group attended with many good comments.
- F. The Christmas Wreath Society of the Albert G. Horton, Jr. Memorial Veterans Cemetery had its first meeting this year on June 30 2009. This group is moving forward full speed ahead collecting donation funds for their wreath laying ceremony on Saturday, December 12, 2009. The committee has determined this year they will need funding for about 2,300 wreaths with the big red bows to place at each grave site. Last year's ceremony was the best

ceremony ever conducted at the Suffolk cemetery. The event lasted most of the day. All should feel free to donate to this worthy cause.

SOUTHWEST VIRGINIA VETERANS CEMETERY (DUBLIN)

- A. Design and engineering for the Southwest Virginia Veterans Cemetery is complete.
- B. Sealed construction bids were received on July 8, bids were opened on July 9, and DVS is presently working through the cemetery construction contractor selection process.
- C. Following construction contractors bid selection, the selected bid package will be submitted to the National Cemetery Administration (NCA) for review.
- D. Award of the construction grant to Virginia by the NCA is contingent on NCA approval of the whole construction package.
- E. DVS anticipates completion of the review process by mid to late September.
- F. Contingent upon NCA approval and award of the construction grant, DVS will hold a groundbreaking ceremony for the new cemetery in late October.
- G. DVS anticipates completion of Phase 1 construction and the first interment by the end of September 2010.

ATTACHMENT 7
Board of Veteran Services
Budget and Strategic Planning Committee Report
July 15, 2009

DVS held an internal Strategic Planning Conference May 7-8. BVS Chairman Paul Galanti and JLC Chairman Dan Boyer played an integral part. Former BVS member Bill Leighty and students from his VCU Strategic Planning class facilitated. DVS is using the results of the conference to update the DVS Strategic and Service Area Plans.

Budget and Strategic Planning Calendar

- Excerpts from the 2009/10 Budget Calendar:

Tentative Date	Action	Comments
Mid-July	DPB issues instructions for strategic plans	Awaiting DPB instructions
Mid-July	DPB issues instructions for FY11/12 addenda decision packages	Awaiting DPB instructions. Proposed addenda are items over and above an agency's base budget and are separate from the budget reductions
July 22	Agencies submit budget reduction plans to DPB	DVS preparing budget reduction plans
Late July/early August	DPB strategic planning training and guidance for FY10 strategic plan updates	Steve Combs will attend for DVS
August 1	Agencies submit initial list of proposed addenda to Secretaries	DVS submission will include operational funding for Southwest Virginia Veterans Cemetery
August 3	FY09 Performance and Productivity Measure Data due	DVS has 12 performance and 1 productivity measures. DVS will review/revise/update these measures as needed
September 1	Agencies submit strategic plans based upon base budget submission	Base budget = FY09 funding levels
September 1	Agencies submit final addenda decision packages	
Late October	Agencies submit nongeneral fund revenue estimates	Includes care center revenue, SAA contract, and burial reimbursement

Respectfully submitted,

Samuel Metters, Chairman

ATTACHMENT 8
JOINT LEADERSHIP COUNCIL OF VETERANS SERVICE ORGANIZATIONS
REPORT TO
BOARD OF VETERANS SERVICES
JULY 15, 2009

The Joint Leadership Council of Veterans Service Organizations (the JLC) met on May 20, 2009. The JLC:

- Had a presentation from the Executive Director of the Virginia War Memorial (VWM) on one-time funding needed to open the Paul & Phyllis Galanti Education Center and on-going operational funding needs for the VWM
- Had a presentation from the state Department of Human Resource Management (DHRM) on the new state policy for veterans preference in state hiring
- Received reports from the Board of Veterans Services, the Veterans Services Foundation, the Department of Veterans Services, and the JLC representative to the Virginia Citizen-Soldier Support Council
- Voted to enter into the Memorandum of Understanding on Funeral Honors for Unclaimed Veterans Cremated Remains. The MOU was signed on June 16, 2009
- Received a report on JLC fundraising support for the Virginia Wounded Warrior Program (VWWP). The creation of the VWWP was a JLC initiative, and JLC member-VSO support of VWWP fundraising efforts is critical. In FY09, the VSOs represented on the JLC had donated over \$39,000 in support of the VWWP
- Received the report of the ad-hoc committee appointed to review JLC Powers and Duties
- Received the recommendations of the nominating committee for officers for 2009-2010
- Held a preliminary discussion of potential legislative objectives for 2010 (see attached excerpt from the draft minutes of the 5/20/09 JLC meeting). JLC Legislative Objectives for 2010 will be finalized at the August 12 meeting.

The next JLC meeting will be held on Wednesday, August 12, 2009 at the American Legion Building in Richmond.

Respectfully submitted,

Daniel D. Boyer
Chairman

Jenny M. Holbert
Vice Chairman

**Attachment to JLC report to the BVS, 7/15/09
Excerpt from Draft Minutes of 5/22/09 JLC meeting**

Initial Review: JLC 2010 Legislative Objectives

Chairman Boyer called the members attention to the handout titled “AUSA Proposed State Legislative Objectives 2010,” submitted by Mr. Wilder ... Chairman Boyer reviewed each of the proposed objectives in turn, asking for a preliminary vote on whether to include the objective among the JLC 2010 Legislative Objectives. Finally, he asked for a legislative sponsor for each proposed objective.

1. Real Estate Tax Relief for 100% Disabled Veterans: the Council members agreed to include this as a preliminary objective for 2010. The DAV will be the sponsor
2. Burial Vaults for Virginia State Veterans Cemeteries: the Council members agreed to include this as a preliminary objective for 2010. The VFW will be the sponsor
3. Continue Funding for the Virginia Wounded Warrior Program: the Council members agreed this should be a legislative objective for 2010 if it is not included as part of the base budget for the Department of Veterans Services or if additional funding is needed beyond that included in the base budget
4. Military Family Relief Fund: the Council members agreed to include this as a preliminary objective for 2010. The Virginia National Guard Association will be the sponsor
5. Special Veterans Court: the Council members agreed to include this as a preliminary objective for 2010. Bill Townsley will be the sponsor

Chairman Boyer introduced two additional objectives for consideration: support for the Virginia War Memorial and funding for the Automated Claims Processing System.

The Council members agreed to add support to the Virginia War Memorial to the preliminary list of 2010 Legislative Objectives, but decided to leave the Automated Claims Processing System off the list for the time being, pending further developments.

One other potential objective was discussed in detail: unemployment compensation for military spouses. Wes Edwards said that MOAA would take the lead on researching this issue.

ATTACHMENT 9
VETERANS SERVICES FOUNDATION
REPORT TO
Board of Veterans Services (BVS)
July 15, 2009

The Veterans Services Foundation (VSF) Board of Trustees met on May 6, 2009. The meeting:

- (1) Received BVS, Joint Leadership Council of Veterans Service Organizations (JLC), and the Department of Veterans Services (DVS) Commissioner's Reports.
- (2) Received Standing Committee Reports.
- (3) Reviewed Foundation fund raising conducted during FY09.
- (4) Approved the Veterans Services Fund Quarterly Report for submission to the DVS Commissioner.
- (5) Approved a FY09 budget request for the Virginia Wounded Warrior Program (VWWP).
- (6) Approved FY10 budget requests for care centers, cemeteries, and Foundation operations.
- (7) Approved a VSF Policy and VSF-DVS Joint Policies.
- (8) Appointed a Nominating Committee to present candidates for Board officers for the Board election on August 5, 2009.

The Development Committee held one meeting (May 6, 2009) and a retreat (June 15, 2009). The Finance Committee held two meetings (April 29, 2009 and May 6, 2009). The minutes of these meetings and the retreat are posted on the DVS Website and Commonwealth Calendar.

Foundation fund raising with VWWP staff generated revenue for VWWP reached over \$103,000 at the time of the May 6 meeting. Since then, almost \$10,000 has been raised and \$15,000 pledged. In addition, the VWWP staff members were successful in obtaining a grant that put DVS, with VSF support, over the \$150,000 VWWP goal for FY09. See attached VSF-DVS Fundraising Results for FY09.

The Board approved long overdue policies affecting VSF and DVS. They are VSF Policy #1 (Policy Development and Approval Procedures), VSF-DVS Joint Policy #1 (Coordination between VSF and DVS with BVS and JLC), VSF-DVS Joint Policy #2 (Foundation Operations), VSF-DVS Joint Policy #3 (Fundraising), VSF-DVS Joint Policy #4 (Processing Financial Donations), and VSF-DVS Joint Policy #6 (VWWP Support Fund Policy and Procedures).

On May 11, 2009, the Board Chairman and VSF Executive Director briefed Delegates Cox and Janis on Foundation operations and fundraising to date.

The next Board meeting is scheduled for August 5, 2009. The meeting will be held at the Sitter & Barfoot Veterans Care Center in Richmond. Items for the next meeting may include: (1) adoption of FY10 budget for VWWP; (2) adoption of new policies associated with in-kind donations and care centers and cemeteries support funds, (3) review fund raising program for FY09, and (4) election of Board officers. There will be at least one Finance Committee meeting and a Development Committee meeting before the next Board meeting.

Respectfully submitted,
Frank Wickersham, VSF Chairman

VSF-DVS FUNDRAISING RESULTS FOR FY09*
Reconciled but Unaudited
June 30, 2009

Income

VSF-VWWP	
Lakeview Golf Club	29,182.94
MFSC	15,271.76
VSO's	39,241.52
Board Members	3,200.00
Robinson HS DECA	1,200.00
HUM Church/Case	6,000.00
DSCR Women's Club	2,000.00
Individual Donors	<u>7,005.00</u>
VSF-VWWP Total	103,101.22
 DVS-VWWP	
VWWP/Virginia Tech**	<u>16,400.00</u>
DVS-VWWP Total	16,400.00
 DVS-VSF VWWP Total Balance	
	119,501.22
 Horton Cemetery	
	850.00
DAVA & DAV	6,405.80
US Navy Veterans Assn	2,500.00
Dublin Cemetery	
Carneal-Drew Fndtn	1,000.00
Amelia Cemetery	30.00
 Foundation Support Fund	
	1,350.00
 Foundation Endowment	
	<u>150.00</u>
 Non-VWWP Total Balance	
	12,285.80
 Total FY09 Income	
	131,787.02

***Does not include Care Centers, Grants, or Interest**

**** Painting a Moving Train Agreement Income/Contribution**